

# **Michigan Wing Search and Rescue Academy**



## **2018 Advanced Course Registration Packet**

**20 July- 28 July 2018**

TABLE OF CONTENTS	
-------------------	--

Letter from the Commandant .....	3
Important Information .....	4
Introduction .....	4
MIWG SAR Academy History .....	4
Student Requirements and Course of Instruction .....	5
General Information .....	6-7
Parent Letter.....	8
Check-In and Graduation .....	9
Attachment A – Cost and Food Plan .....	10-12
Attachment B – Training Checklist/ Link Page .....	13
Attachment C – Student Packing List .....	14-17
Attachment D– Field Readiness Test .....	18
Attachment E– Registration checklist .....	19
CAPFs 31, 160 series .....	N/A

<b>LETTER FROM THE COMMANDANT</b>
-----------------------------------

To all SAR Academy Students,

Thank you for your interest in the 2018 Michigan Wing Search and Rescue Academy. SAR Academy is designed to help meet the emergency services mission of Civil Air Patrol by providing better trained and qualified personnel to support our operational missions.

This booklet explains what is expected of you and provides guidelines for your behavior while at the Academy. We have high standards of behavior and participation – we expect you to work hard – and have a good time while doing it! SAR Academy operates in a professional atmosphere while still adhering to military customs. The emphasis is on emergency services skills with the assumption you're already knowledgeable in your military skills. We will be guests at Camp Grayling and as guests on their facility, the behavior of our students will reflect directly on SAR Academy, Michigan Wing, and Civil Air Patrol. All students are expected to adhere to standards of behavior that will bring credit to our organization.

SAR Academy is a demanding activity. As in actual missions, there are challenges to your endurance and mental problem solving. It is our intent to help prepare you academically as well as mentally and physically for the challenges that may await you when you serve others in emergency situations. Please do your part to prepare by drinking more water during the weeks prior to SAR Academy and also meeting the CAP Physical Fitness Category "I – Unrestricted" listed in CAPP 52-18.

If you have questions, don't be afraid to ask. Depending on which course you are participating in, you will have instructors and a Senior Course Commander. They're all willing to help you and answer your questions. As the Commandant, I am also available if you have a problem or questions that don't seem to be receiving an answer. Please remember to start your questions at the lowest level in the chain of command.

SAR Academy will give you a great opportunity to advance your emergency services skills, share/gain knowledge of emergency services, make lasting friendships with students and staff from across Michigan Wing, and you will probably have some fun in the process.

Congratulations on choosing to be a part of an excellent Academy! I look forward to meeting you.

Augustus P. Gettas, Lt Col, CAP  
Commandant  
2018 MIWG SAR Academy

### IMPORTANT INFORMATION

Dates: 20th to 28th July 2018  
Location: Camp Grayling, Grayling Township, MI 49739 (Joint Maneuver Training Center)  
Mission Base/EOC: Camp Grayling and Training Area 4/Howes Lake (STA4)  
Commandant: Lt Col Augustus Gettas  
Questions: Email to [miwgsaracademy@gmail.com](mailto:miwgsaracademy@gmail.com). They will be directed to the proper staff member.  
Webpage: <http://www.miwg.cap.gov/sar-academy/>

### INTRODUCTION

Thank you for your interest in the 2018 MIWG SAR Academy. It is one of the most physically demanding, academically stringent, and rewarding activity that Civil Air Patrol has to offer. As an Advanced Course cadet, you will be provided with hands-on SAR, field leadership experience, and survival training.

This Academy takes place in the wilderness with no modern conveniences available to the students. Conditions are primitive, with no indoor plumbing and no electricity. Bathing will be provided and will be available in a local water source. Sleeping will be only in tents, or constructed shelters regardless of the weather experienced. Weather can be dry or rainy, with temperatures changing from the high 90's to 40 degrees within hours. All cell phones will be collected at sign in, and students may only call home in the event of an emergency. The knowledge that you will gain about yourself, the CAP Emergency Services Program, and search & rescue will remain with you for the rest of your life.

The Academy is very demanding, both physically and mentally. The curriculum and standards of the Academy's training, facilities, and equipment are constantly evaluated for improvements and needed updates as funding allows. The staff are all volunteers and consist of cadets and senior members. They will teach and train you for nine full days. You are expected to do your best for those nine days!

### HISTORY OF SAR ACADEMY

The Michigan Wing Search and Rescue Academy began in 1994 when a small group of members recognized the need for consistent, quality training in the field of Emergency Services. They then designed a comprehensive school that could provide that training within the course of a week. Lead by the efforts of then Captain Sheila Cerny, they chose a location deep in the heart of the Huron National Forest that is unparalleled for teaching woodsmanship, navigation, and practical leadership skills. Long before task training was introduced by National Headquarters, the founders of SAR Academy created their own by deciding what knowledge was necessary for a Ground Team Member and then devising a method of testing that knowledge after it was taught.

SAR Academy began with only one course, the Basic Course, which was designed to take members who had no previous ES training and provide them with all classroom and practical training necessary for them to become Ground Team Member Qualified. Over the next few years, SAR Academy continued to grow and expand to meet the increasing needs of its returning student population. By 1997, three new courses had been added: the Advanced Course, which provides more in-depth and thorough Ground Team Member training, the Medic Course, which provides students with wilderness first aid training, and the Ground Team Leader Course. In 2010 a Senior Course was started to train senior members to become ground team member qualified. 2012 marked another new course for SAR Academy. The Aircrew Survival Course was started to train aircrew members in survival and much more.

SAR Academy has had more than two hundred fifty graduates since its inception in 1994. Many of those graduates have gone on to successful careers in the military, in aviation, and in the business world. Still others remain within our program, diligently giving back to new students what knowledge they received themselves as students many years ago. As SAR Academy approaches its 23rd year of operation, it has evolved into an Academy of utmost quality, having benefited from the influence of the hundreds of staff members and students who have helped to make it what it is today.

### **Course Overview**

This course is a continuation of the Basic Course. In the Basic Course you achieved the GTM3 qualification. The Advanced Course will further build on that knowledge. This week you will learn all the tasks necessary to achieve up to GTM1. You will be pushed to your mental and physical limits while learning the basics of working as a Ground Team Leader by helping and leading others while on practice missions. Those completing the course successfully will achieve at least the GTM2 and UDF qualifications.

### **Course Objectives**

- Graduates can proficiently navigate, communicate, direction find, perform visual searches, and sustain themselves in a wilderness environment, while leading a team.

### **Course Application Requirements**

To apply for the Advanced Course, you **must**:

- Have completed SAR Academy Basic Course (equivalent courses will be accepted on situational basis)
- Currently qualified as a Ground Team Member –Level Three
- Be currently certified in First Aid / CPR and have certificate/card
- Be able to complete the minimum standards of the Field Readiness Test prior to arriving for the course (See Attachment D).

### **Course Graduation Requirements**

- Attend at least 90% of the course.
- Complete the requirements for the Ground Team Member 2 and Urban Direction Finding qualifications.
- Pass the Advanced Course Field Readiness Test
- Have **no** integrity violations

### **Point of Contact**

Course Commander: Lt Col Steven Duffy, [duffy1sp@gmail.com](mailto:duffy1sp@gmail.com), (248) 885-2479

Graduates will not only have a deeper understanding of Search and Rescue, but they will be better leaders at the end of the week. The Advance Course is a leadership school in which you will learn more about yourself than you will about SAR. I'm excited for this year and look forward to sharing this journey with you.

Cadet Lead Instructor: C/CMSgt Dan Jauregui, [djaureguicap@gmail.com](mailto:djaureguicap@gmail.com), (616) 329-2035

Welcome to Advance Course, I have trained at this academy for 4 years and this will be my 2nd year instructing it. My goal and mission is to train all of you on how to be successful Ground Team Leaders. I will assist my instructors, to ensure, that all of you will gain the skills that will last a lifetime. I expect everyone to strive to be at their best and to always push forward. You will learn many principles in leadership and will gain an understanding of mental fortitude to how it will carry all of you throughout the week. I hope to see you this year at the 2018 MIWG SAR Academy.

Cadet Instructor: C/2d Lt. Jay Armbrust, [jfcrossbow1998@gmail.com](mailto:jfcrossbow1998@gmail.com), (810) 922-5960

Students, here you will face limits and challenges you haven't faced anywhere else. From your training in Basic Course you have learned the importance of a team. Working as a team will help you be successful throughout the week. As an instructor this year I will do my best to push you and challenge you throughout the week. Your mentality at the end of the week will be that "I, because of my team, graduated Advanced Course".

Cadet Instructor: C/CMSgt Jacob Szatkowski, [jhszatkowski@gmail.com](mailto:jhszatkowski@gmail.com), (810) 962-1803

Welcome students to Advance Course, I attended Basic course in 2016 and Advanced course in 2017. During the week at the Academy you will train tirelessly. I expect you to give both your physical and mental all. You will train with a constant striving to be the absolute best that you can be. You will learn to work flawlessly as a team and develop the skills to be a successful Ground Team Leader. My goal will be to push you beyond your limits and teach you the principles of being a Ground Team Leader.

GENERAL INFORMATION
---------------------

**TRANSPORTATION**

Students may drive to the Academy in a privately-owned vehicle (POV). Upon arrival at SAR Academy, the vehicle will be parked in a designated area. During the Academy, cadets will not be allowed to operate their vehicles and will be required to turn their keys in at check-in. If a cadet needs to enter their vehicle again for any reason during the Academy, you must have permission of your Course Commander.

**PERSONAL PROPERTY**

Make sure you check and double check prior to departure to ensure you have all the required items on the packing list for your course. The packing list for the Advanced Course is located in Attachment C. If you arrive to SAR Academy without the items listed on the packing list, you will not be allowed to check in until you do. There are several locations to purchase missing items: Base Store at Camp Grayling or Glen's Market and K-Mart in downtown Grayling.

SAR Academy and its staff are not responsible for loss or theft of your personal equipment or property. You need to take care of your property. It is highly suggested that you leave valuables and jewelry at home. LABEL ALL PROPERTY.

Please check your equipment and items carefully before departure. Any lost items that are found and identifiable at the close of the Academy will be shipped to you at your expense if it can be identified.

**As an Advanced Course Cadet use your best judgement on what (if any) extra items you might bring. However, you MUST have everything on the packing list. Extra blister packs highly recommended.**

Cadets will turn in cell phones at the beginning of the Academy.

**MEDICATIONS**

All medications, prescription or over-the counter (OTC), will be logged with the health services officer. All STUDENTS are expected to manage their own medications. If you have any specific requirements, please be sure to coordinate with the Commandant prior to arrival, or if it is a last-minute change, the health services officer on arrival. **VERY IMPORTANT:** Please be sure to indicate medications needed or OTCs authorized on the medical release form (CAPF 163).

**HEALTH**

A safety officer is available along with several EMTs, Paramedics, and other trained first aid personnel. First aid will be provided for routine and minor illness or injury. There is a county hospital in the vicinity for any medical problems. In the event of serious illness or injury, every attempt will be made to notify your parent/guardian/emergency contact as soon as possible.

Let the Health Services Officer know of any health issues or problems you are encountering. Students are expected to bring supplies to help themselves (blister kits, small quantities of OTC meds), but if you require assistance please let the Health Services Officer know.

**CELL PHONES**

**CADETS MAY NOT KEEP CELL PHONES ON THEM OR WITH THEM DURING THE ACADEMY!** You are highly encouraged to leave your cell phone at home or with your parents. If you choose to bring a cell phone to the Academy, it must be turned in at check-in. It will then be shut off and stored in a locked container for the duration of the Academy. At the end of the Academy, your cell phone will be returned to you. Cadets will have access to a phone on an emergency basis ONLY. Parents/guardians will be provided an emergency contact number at check-in to be used ONLY in an emergency situation. **Any student found with a cell phone after check-in will be sent home!**

## **RELIGIOUS SERVICES**

---

For those students who wish to attend a religious service during SAR Academy, a non-denominational service is currently in the planning stages. We do not have a chaplain on staff, nor do we have a church in the field, however, we will try our best to accommodate your needs.

## **MEALS**

---

SAR Academy has a rigorous schedule and students will eat all three meals per day and drink plenty of fluids. Refrigerators and microwaves are NOT available. Students will have three options for food this year.

**Option A** (See attachment A for more information)

**The student will be responsible for ALL of their meals AND snacks.**

**Option B** (See attachment B and C for more information)

**The student will be responsible for 11 meals AND snacks** while SAR Academy will cover the rest of the meals (13 meals which is included in the cost).

**Option C** (See attachment B and C for more information)

**The student will be responsible for snacks ONLY** while SAR Academy will cover all of your meals (24 meals which is included in the cost).

**For those of students who choose option A or B, at least one meal EACH day must be cooked over an open fire.** See the food matrix for more information. The meals provided by SAR Academy will be MREs with heaters.

## **ADULT SUPERVISION**

---

SAR Academy has a full staff of adult officers (over 21) at the activity. Cadets who are students will be supervised by adult officers.

## **SLEEPING ARRANGEMENTS**

---

Advanced Course students will be assigned a bunk in the barracks based on gender. While in the field, students will sleep in a shelter. There will be absolutely **NO** Co-ed sleeping arrangements.

## **WATER**

---

We guarantee that at all times there will be sufficient water for our students. Safety is our highest priority. The Course Commanders will monitor and ensure that all students are drinking plenty of water each day of the Academy.

## **CONTINGENCY PLANS**

---

All SAR Academy Staff members have a contingency book. This book is used as guidance on what to do in the event of an emergency. All staff has been trained in what to do and how to do it. Each day, the Duty Officer will contact Camp Grayling's Range Control to advise on our status. We are also in contact with the local Fire Department, US Forest Service, and State Police. They have been orientated with our mission base and know how to get in contact with us if the need arises.

## **EMERGENCY CONTACT**

---

An **EMERGENCY** phone number to reach our SAR Academy Emergency Operations Center (EOC) will be provided to students, staff, and parents on arrival and will be posted on our web site after the Academy begins.

<b>PARENTS (PLEASE READ)</b>
------------------------------

Parents,

The Michigan Wing Search and Rescue (SAR) Academy is an experience your child will never forget! SAR Academy is one of the most physically and mentally challenging activities Civil Air Patrol has to offer. Not only that, it is also an incredibly rewarding activity. Your son or daughter will gain invaluable knowledge about search and rescue, but more so about themselves and their own personal limits. This knowledge will last them a lifetime.

Students will gain hands-on experience in land navigation with a map and compass, search line operations, direction finding, crash scene procedures, survival skills, First Aid and CPR, teamwork, and team operations. By the end of the week, students will be proficient with the new skills they have learned. SAR Academy concludes with a field training exercise (FTX) to simulate an actual search and rescue mission. Students are able to put all of the skills and knowledge they learned throughout the week to use during this field training exercise.

Often our children are as responsible as the opportunities we present or allow. SAR Academy provides a safe, training environment, where carefully planned strategic challenges teach valuable life skills that go farther than just the search and rescue tasks learned. At the Academy, we have high training standards and high expectations, pushing students to meet and push past their own personal limits. The skills learned at the Academy can not only benefit the students in CAP, but also throughout their lives.

These skills include:

- Communication: These skills are vital in any search and rescue mission. Students practice both talking and listening throughout the week. Focus is given to one on one conversations and talking in front of a group.
- Leadership: When students start the week, they are followers. By the end of the week, they become leaders among their team. They are presented simple or multifaceted leadership roles, where they are able to work in a safe training environment, where they can make mistakes and learn from them.
- Teamwork: Throughout the week, team leadership exercises teach the students to work together to complete tasks, efficiently and effectively, completing their mission.
- Critical Thinking: Another important part of search and rescue, critical thinking is realized as cadets learn to develop plans before “jumping into” action.
- Problem Solving: Practiced daily with critical thinking, problem solving is an essential trait where students develop solutions before asking for help.
- Personal and Team Confidence: Working in high pressure and high stress environments, it is important to have personal confidence in personal skills, but also confidence in the team members you will be working with. This aspect increases daily as cadets push through challenging tasks, not giving up, and completing their mission.
- Combating Fear and Anxiety: Students realize fear is what you “make up in your own mind”. Often new tasks are presented to students, and a variety of emotions are shown. Fear and anxiety are conquered daily as students push themselves past their personal limits and complete tasks they never thought were possible.

SAR Academy is conducted in a safe environment with highly trained and experienced cadet/senior staff. The staff members oversee every phase of training and are present with the students at all times. We are honored that you have considered the MIWG SAR Academy as an activity for your child to attend this summer!



## CHECK IN AND GRADUATION

### SAR ACADEMY LOCATION

Camp Grayling Joint Maneuver Training Center

Grayling Township, MI 49739

Note: When typing it into google maps, type "Camp Grayling, MI"

### TRAVEL TIME

Depending on your route, plan on 3.5 hours if traveling from Detroit (East); plan on 3 hours if traveling from Muskegon (West); plan on 3.5 hours if traveling from South Michigan (South).

### CHECK IN

Sign-in will take place on Camp Grayling at Bldg 212M. All students shall arrive by 0900hrs and no later than 1100hrs on July 20, 2018. You will be required to show your CAPID to the Main Gate at Camp Grayling.

### DIRECTION TO CHECK IN

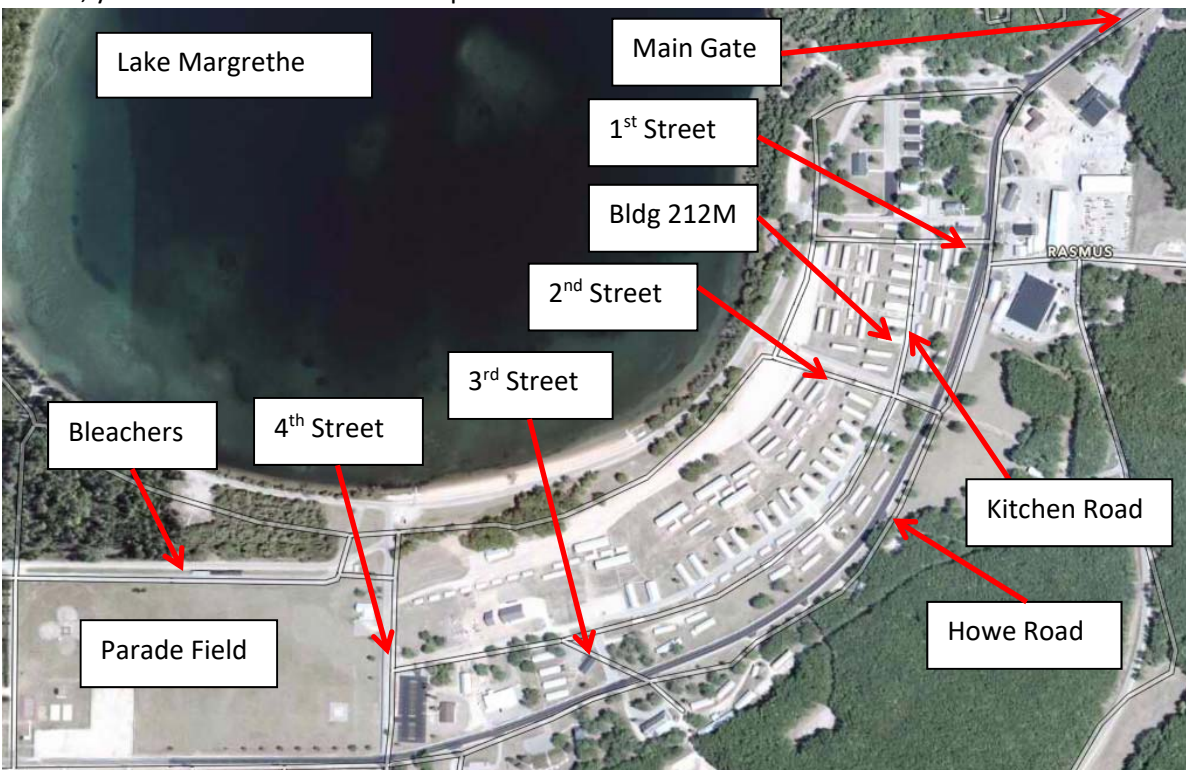
After passing through the main gate, look for 1st Street (First Street) on your right. Turn RIGHT onto 1st Street. Then make a LEFT on KITCHEN Road. Look for building 212M (which will be on your right). Report to bldg. 212M.

### GRADUATION

The ceremony will start at 1200hrs on Saturday, 28 July 2018. It will be held on Camp Grayling at the parade field. All visitors are welcome, particularly parents and commanders. All visitors will be able to sit on the bleachers or you are more than welcome to bring a lawn/camping chair. Students will then be released after the ceremony. A projected release time will be 1330hrs.

### DIRECTIONS TO GRADUATION

After passing through the main gate, continue on HOWE Road. You will pass 1<sup>st</sup> Street, 2<sup>nd</sup> Street, and 3<sup>rd</sup> Street. The following intersection will be 4<sup>th</sup> Street. Turn RIGHT onto 4<sup>th</sup> Street. The parade field will be on your left. Upon arrival to the parade field, you will be directed where to park.



## ATTACHMENT A – COST AND FOOD OPTIONS

Course	Cost	What is included in the cost:
Option A	\$65.00	AHA First Aid/CPR card and a map tool. For those who graduate, you will also receive a t-shirt, SAR Academy patch, SAR Academy decal, and a metal GTM Badge. <b><i>The student will be responsible for ALL meals and snacks.</i></b>
Option B	\$135.00	12 MRE meals, AHA First Aid/CPR card, and a map tool. For those who graduate, you will also receive a t-shirt, SAR Academy patch, SAR Academy decal, and a metal GTM Badge. <b><i>The student will be responsible for 11 meals and snacks.</i></b>
Option C	\$205.00	24 MRE meals, AHA First Aid/CPR card, and a map tool. For those who graduate, you will also receive a t-shirt, SAR Academy patch, SAR Academy decal, and a metal GTM Badge. <b><i>The student will ONLY be responsible for snacks.</i></b>

### MEALS NEEDED

Listed below are the meals that **YOU** are responsible to bring to the Academy:

Option A	8 Breakfast, 8 Lunch, 7 Dinner for a total of 23 meals. <b><i>ALL Meals and snacks</i></b>
Option B	3 Breakfast, 4 Lunch, 4 Dinner for a total of 11 meals and snacks
Option C	<b>Snacks ONLY</b>

### PLANNING YOUR MEALS

- **MOST PEOPLE EAT MORE WHILE IN THE FIELD THAN THEY DO AT HOME**, so please plan accordingly.
- Keep in mind, you will need to be able to cook at least one meal each day
- **DO NOT BRING:** Fresh foods, glass containers, JUNK FOOD, diet foods, etc.
- There is no electricity; therefore, there are no refrigerators, stoves, microwaves, etc.
- The lighter the food package, the lighter your pack will be on the FTX. HOWEVER, you must also make sure you eat enough calories each day.
- You need a total of 3,000 calories daily while at SAR.

### GUIDANCE FOR YOUR MEALS

*Information Courtesy of Benjamin Gorelick, The Mountain Training School*

Food serves several purposes in the backcountry:

- Burn for energy
- Keeps us warm (in the energy burning process)
- Body/muscle recovery

Where do we get our energy?

- Carbohydrates, Fats, and Proteins

Each is burned to give us energy, and we measure this energy in calories.

But backcountry nutrition is more than just counting an appropriate number of calories.

Your metabolism is like a fire. You've got to light it and get it going with kindling, then put on some small logs to get it to burn hotter, and then you can add some really big logs to keep it burning for a long time. Our bodies burn sugar/carbs most easily. It ignites fast (sugar rush) but it burns fast (sugar crash). Proteins are our small logs. They give the same amount of energy as carbs, but we burn them more slowly. And fats are like the big logs that hippies drag into the fire around midnight. They burn but take a long time to do so. And burning them gives you lots of energy.

A few other notes:

- Our brains use sugar exclusively, and start to die without sugar in 4-6 minutes (see: hypoglycemia in diabetics)
- Proteins are used and broken down to help the body fix itself. There are 22 amino acids (building blocks of protein) needed to survive. We naturally make 12 of them and need to ingest the other 10. They can be found in meat, some plant, and some bacteria sources.
- We also need numerous vitamins (vitamin k for blood clotting, b vitamins for numerous uses) and minerals (potassium and salt play an important role in controlling brain and muscle function).

What does all this mean?

We need to eat a diet balanced with carbs, fats, and proteins: 40% carbs, 30% protein, 30% fat by weight, more or less.

How many calories do you need per day?

- 1700 to 2000 total cal per day for most adults.
- 3000 total cal for SAR

Here is an example:

So, let's say that we are going on a long mountaineering expedition in the summer. It'll be hot outside and we'll be doing lots of hard work. We want to eat about 3000 calories per day with a 40% carbs, 30% protein, and 30% fat. How much weight do we need to carry to get around 3000 calories?

It's pretty easy. We want 3000 calories per day, and we want 40% of that to come from carbs, 30% from protein, and 30% from fat. Let's do some math:

Carbs:  $3000 \text{ cal} * 40\% = 1200 \text{ cal from carbs}$   
Then we divide 1200 cal by 4 cal/g = 300g of carbs per day.

Protein:  $3000 \text{ cal} * 30\% = 900 \text{ cal from protein}$   
 $900 \text{ cal} / 4 \text{ cal/g} = 225\text{g of protein per day.}$

Fat:  $3000 \text{ cal} * 30\% = 900 \text{ cal from fat}$   
 $900 \text{ cal} / 9 \text{ cal/g} = 100\text{g of fat.}$

Add it up, and we have 625g of food per person per day to get 3000 calories.

Next, we need to break this down into meals, breakfast, lunch, and dinner. We need 300g of carbs total during the day. If we break things down evenly, that means we should have 100g with breakfast, 100g with lunch, and 100g with dinner. We would have 75g of protein and 33g of fat with each meal as well, for a total of 208g of food with each meal (again, for a total of 625g for the day).

But it's a bit more complicated than that. Have you ever eaten a huge breakfast and then tried to go for a run? It sucks. Your body is spending all that energy trying to digest your food, so you don't have any extra energy to exercise. If you try, you'll be slower than usual. You might even throw up.

Therefore, in the mountains, we don't just eat 3 equal, square meals during the day. Breakfast tends to be quick, while we "graze" during the day, having a bit of lunch at each break. Then dinner is whatever is a bit smaller than lunch. So, I'll probably eat 30% of my food for the day at breakfast, 40% of my food for the day at lunch, and the final 30% at dinner.

That means I'll have a 190g breakfast, a 250g lunch, and a 190g dinner. That's still 625g total, but I'm dividing it out more efficiently for my body to use during the day.

And it gets more complicated still. Remember the fire analogy I gave at the beginning? Good. When you wake up in the morning, your metabolic fire has had all night to burn down. We're on embers now, and we need to get our fire re-stoked. What kind of wood do we want to burn to do that? Kindling. So, for breakfast, we need a bit more sugar.

During the day, we want a diet that will burn at a constant rate. We don't want any highs or lows. So, we need to eat a bit more protein. And for dinner, we're getting ready to go to bed for the night, so we want something that will burn all night long and keep us warm. Cleverly, that's fat, so we'll go a bit heavier on fat at night.

*All credit goes to Benjamin Gorelick, the Mountain Training School. Some edits were made.*

---

**Advanced students, you have been to SAR and know what food works best for you. Bring at least the minimum amount of calories, and use the information found above to supplement your experience.**

#### **PACKING FOOD**

---

- We highly recommended that food be packed in the following manner:
  - Separate food into daily intake (breakfast, lunch, dinner, snacks)
  - Use Zip Lock bags to store each meal/snack
    - Label each meal with the following: Day 1-Breakfast, Day 1-Lunch, Day 1-Dinner, Day 1-Snacks
  - Then take one day's worth of food (breakfast, lunch, and dinner) and store it in a larger Zip Lock bag.
    - Label the bag DAY 1. (this is NOT required, but HIGHLY suggested as rain, sand, bugs, etc., are factors).
- DO NOT store food in cardboard boxes, or paper bags as they will not hold up under the rigors of the academy.  
***We highly suggest putting all of your food in a tote.***

#### **COOKING FOOD/PREPARATION**

---

- We encourage students to eat as many snacks as they can, especially since they will be doing physical activity each day
- We strive for an average of 3,000 Calories daily

- Meet the course specific requirements
  - See page 5
- Complete field readiness test NOW, to see what you need to improve on.
- Complete the required CAPF 31 with proper signatures-unit cc and parents
  - See end of packet
- Complete the required CAPF 160, CAPF 161, and **CAPF 163 (cadets only)**
  - See end of the packet
- Must be in Physical Category 1 throughout the duration of the Academy
  - CAP Physical Categories are described in CAPR 52-18
- Current Height/Weight/Eyes/Hair information completed in e-services. (Photo highly suggested)
  - [www.capnhq.gov](http://www.capnhq.gov)
  - Go to the right-hand column and look for “Personal Information”. Then enter your CAP ID number. Then click on “Characteristics”. Enter your information and click on the save button.
- Completed OPSEC
  - <https://tests.capnhq.gov/opsec/main.cfm>
- Must be safety compliant
  - [www.capnhq.gov](http://www.capnhq.gov) and sign into e-services
  - Go to the left-hand column and look for “Safety Management System”. Then find “online safety education”. Choose one of the courses and take the quiz.

**Review your CAP Member Search Report in e-services** and make sure you have all of the required items such as safety currency, ICUT, General ES, FEMA IS 100 and 700, and CAPT 117-part 1. If they’re not listed, you must give copies of your certificates to your squadron commander or ES officer to record in the national database.


**KEEP IN MIND, ALL REGISTRATION PACKETS ARE DUE BY 1 JULY 2018.** THAT MEANS ALL OF THE ABOVE ITEMS NEED TO BE COMPLETED BEFORE THEN OR EARLIER.


**\*\*NOTE-IF YOU ARE GOING WITH FOOD PLAN B OR C, YOUR REGISTRATION IS DUE BY 29 MAY 2018.**

### ATTACHMENT C – STUDENT PACKING LIST

- All students will be required to pack the following items.
- A gear inspection will be held during check-in. Make sure you have EVERYTHING on the packing list. You will also need all the other additional items not listed in O-0001 for your safety at the academy. ***If you are unable to obtain all of the required items, you will not be able to attend the Academy!***
- Once you register for the Academy, a staff member will be in contact with you to help answer any questions you might have with this process.
- To help alleviate some of these problems we have created a packing video.
- ***\*Be sure to mark all clothing and equipment with your last name and CAP ID number\****. Example: **JOHNSON 113211**.
- The following items are considered contraband and will be confiscated for the duration of the week. Perishable and illegal items will not be returned. This list is NOT all inclusive:
  - Radios/iPods/MP3 players
  - Knives (anything larger than a multipurpose tool)
  - Pop
  - Candy/junk food
  - Any medication not in its proper container
  - Electronic Games
  - Explosives
  - Fireworks
  - Ammunition
  - Firearms
  - Cell phones/pagers
  - Non-CAP reading material
  - Alcohol
  - Tobacco
  - Controlled substances
- Students are also advised to leave any valuables at home, as there is no place to secure them for the week.
- Remember, many of these items you already have at home. The equipment does not have to be military style either.
- Students are responsible for caring for their own equipment. Prior to the Academy, organize and pack it so it is waterproof. For example, put socks in plastic bags and laminate your qualification cards. Prepack your field pack (day pack) so it is ready to go when you arrive. Test all of your equipment. Pack only what you need.
- PACKING GEAR – A decent backpack will assist you greatly as you progress through the course as many days are spent out in the field. It is NOT necessary to buy the most expensive pack, and in fact, if this is your first experience at SAR Academy, it is better to “get a feel” for what works and what doesn’t before putting a lot of funds into very expensive gear. Having said that, the gear must be able to sustain the wear and tear of field use. When in doubt, contact your course staff for tips and information.
- PACKING SUPPLIES – It is also highly suggested that students pack their supplies (clothing, etc.) in plastic totes. These can be obtained from most any store for under \$6. This will greatly increase the chances that gear will remain clean and dry (as much as possible). NO MORE THAN TWO TOTES per student. This should be sufficient....clothing and dry goods in one tote, food and any overflow in a second. Ground team gear and sleeping bags/tents, etc. are carried separately.
- COST OF GEAR/FOOD – Especially for first year students, it is NOT, repeat, NOT, necessary or desired that the “most expensive” piece of gear or high-end food products be purchased. Until you have been at the academy, it is difficult to tell what gear you will use most or will be beneficial if a more substantial item is bought. So, we encourage students to shop at Dollar type stores, discount stores and some “Army/Navy” type stores that offer discounts. Even Goodwill and Salvation Army stores can be beneficial if the items can be found there. Again, MORE EXPENSIVE doesn’t mean a better experience. The academy is fast paced, in the woods, has varying degrees of good/bad weather, etc. and we do NOT want anyone to spend more than needed. If you would like any advice, PLEASE feel free to contact a staff member. We are here to help you!


- When checking in, you should have the following: Field pack, 1 Resupply tote/bag, and 1 food tote/bag.

ON PERSON AT ALL TIMES		
The following items listed below will be on each student at all times:		
	Qty	Item
	2	Waterproof Notepad (one must be completely blank)
	1	Watch
	1	ANSI Class II Reflective Vest (Orange, Lime Yellow, or Lime Green)
	1	Signal Mirror
	1	Lighter
	1	Whistle
	1	Compass (lensatic and orienteering)
	1	Pen and Pencil
	1	Multitool with functional blade (Leatherman or Gerber Recommended)
	1	Ground Team Members Handbook
		Current CAP membership card, 101 card, First Aid/CPR card, etc.
		GTM2, GTM1, and UDF SQTR forms (print prior to leaving for SAR Academy)
		Prescription Glasses (if you wear them) - Have a strap for them, too. Don't bring contacts
		Personal Medications- in pharmacy container w/name, dosage and physician (inhalers, bee sting kits)

FIELD EQUIPMENT/PACK		
You will be expected to carry your field pack with you at all times. Make sure it is comfortable. Everything in this pack must be waterproof and secure.		
	Qty	Item
	1	<b>Day pack with frame ~2000-2500 CU IN</b> All of the items below are to be carried in this pack, with some spare room for course issued items.
	1	Clipboard with internal storage, recommend plastic, subdued color
	1	Headlamp w/ red lens
	1	Extra batteries for headlamp enough for highest brightness for 24hrs
	3	Chemical sticks, green
	2	Interviewing forms, blank (CAPF-106)
	1	First Aid Kit, stored in zip-lock bag or other waterproof container with the following items: <ul style="list-style-type: none"> <li>2 Antiseptic cleansing pads</li> <li>Antiseptic ointment (small tube)</li> <li>Assortment of band aids</li> <li>Moleskin (at least 3"x4") <b>AND</b> Moleskin padding</li> <li>1 Roller bandage (ACE wrap)</li> <li>2 large safety pins</li> <li>4 gauze pads</li> <li>1 Triangular bandage</li> <li>Tape</li> <li>Nitrile gloves or Rubber surgical gloves Latex Free (two pair minimum)</li> </ul>
	1	Flagging tape 1 complete roll
	1	Spare flashlight with extra batteries
	1	Jacket and Beanie hat
	1	Work gloves (mechanix or leather)
	3	Extra Socks, individually waterproofed
	2	Extra Underwear (Includes shirt), individually waterproofed
	1	Raingear, durable (recommend durable breathable rain suit, however durable poncho will fulfil the need)
	1	Sunscreen
	1	Bug Spray (suggest with deet)
	1	Safety glasses

	1	Tarp or military poncho (8 x 6 or larger, remember this will be your only protection against the elements for the week)
	1	Duct tape, 5-10 feet (does not need to be a whole roll. May be wrapped around a pencil)
	50'	Paracord (can be in multiple lengths)
	1	Bivy Sack (Not required, highly recommended)
	1	Sleeping pad (Not required, highly recommended)
	1	Sleeping bag or poncho liner
	12	Waterproof matches in waterproof container
	1	Flint and Steel (Not required highly recommended)
	1	Tinder (cotton balls and petroleum jelly) in waterproof container
	1	6000 calories (Follow guidance under meal planning)
	3qt	Water containers (for drinking water) i.e. canteen, Gatorade bottle, hydration system. Must be in at least two independent hard containers. <b>Each student must have at least 2 quarts of water on them at all times.</b>
	1	Personal hygiene kit <ul style="list-style-type: none"> <li>• Shaving kit</li> <li>• Toothbrush and paste</li> <li>• Soap</li> <li>• Towel (shemagh, or packable towel recommended)</li> <li>• Deodorant</li> <li>• Wet wipes (not entire container, may be stored in Ziploc bag)</li> </ul>
	1	Toilet paper (not an entire roll, store in Ziploc bag)
	1	Hand sanitizer
	2	Heavy duty trash bags
	1	Shoe shine kit
	20'	Feet of 1" tubular webbing (Climbing quality, 1" tubular, red or any color, available at same store as carabiners.....REI-\$0.36 per foot)
	1	Locking carabiner (REI, etc.)
	1	Folding saw (Not required, recommended)


**Base Gear- This equipment will remain on base**

PERSONAL HYGIENE KIT- bring these items in addition to the field hygiene kit		
	Qty	Item
	1	<b>Bag/pouch</b> , which all of the items listed below should fit into:
	1	Shaving Kit (as necessary) or feminine hygiene items (as necessary)
	1	Deodorant
	1	Foot powder
	1	Soap/shampoo
	1	Towel and Washcloth
	1	<i>OPTIONAL-Brush/comb</i>




### FOOD TOTE OR BAG

All of your meals should be stored/brought in a Rubbermaid container or large duffel bag, neatly packed. Most items will stay at mission base and/or supplement your field pack. A food guidance can be found in Attachment A.

	Qty	Item
		Proper amount of meals and snacks based on your meal plan choice
		Eating utensils (highly suggest bringing plastic...enough for each meal-i.e. 24 spoons) However, you can bring metal utensils. A wash bin with soap will be provided.

### RESUPPLY BAG

These items should be brought in a Rubbermaid container or large duffel bag, neatly packed. Most items will stay at mission base and/or supplement the Field pack. **This clothing does not include what you arrive in.**

	Qty	Item
	2	Battle Dress Uniform (BDUs) complete with name tapes, patches, cutouts, grade insignia per CAPM 39-1.
	1	Blue belt w/subdued tip and buckle for wear w/ BDUs
	1	BDU Cap ( <b>NO BLACK HATS, Squadron hats, etc.</b> )
	1	Combat boots, at least one pair, <b>broken in before the Academy</b>
	2	Extra blousing bands
	6	T-shirts (black)
	8	Pairs of socks (Recommend wool)
	8	Pairs of underclothing
	2	PT shirts
	2	PT pants
	5	Pairs of white socks (for PT)
	1	Pair of sweats (shirt/pants)
	1	Pair of running shoes
	1	Shower shoes or water shoes
	1	Bathing suit (tasteful)
	1	Bag for dirty clothes
	1	Entrenching tool (Not required, highly recommended)
	5	Heavy duty trash bags
	2	Extra set of batteries for Headlamp
	1	Entire roll of duct tape
	1	Extra tarp (Not required)

*Light and Tight is Right!*

## ATTACHMENT D – FIELD READINESS TEST

The Advanced Course Field Readiness Test (FRT) will be conducted in no more than 2hrs. It will consist of six events, failure of any one event will result in failure of the entire test.

### *Calisthenics*

Three calisthenics exercises are evaluated, each with specific time parameters and specific exercise form mechanics. **All members will exercise to either muscle failure or time completion**, whichever occurs first. The intent is to have members do as many "good form" repetitions in the time allotted or when muscle failure is reached. A 3-minute rest will be given between each calisthenics exercise. Those repetitions done without proper form will not be counted.

1. Push-ups: 1 Minute **(Minimum 40 repetitions)** Push-ups are a two-count exercise. Starting position is hands, shoulder width apart, with arms straight and directly below the chest on the surface; the legs are extended, back and legs remain straight. Count one; lower the chest until the elbows are bent at a 90-degree or lower angle. Count two; return to the starting position. The only authorized rest position is the starting position. If the knees touch the ground the exercise is terminated. The member will not raise his buttocks in the air, sag his middle to the surface, or raise any hand or foot from their starting position. If a hand or foot is raised, the exercise is terminated.
2. Sit-ups: 2 Minutes **(Minimum 75 repetitions)** Sit-ups are a two-count exercise. Starting position is back flat on the surface, hands on shoulders, head off the surface, and knees bent at approximately a 90-degree angle. Another individual may hold the cadet's feet during the exercise. Count one; sit up so that elbows touch the thigh area or the shoulders are 90 degrees to surface. Count two; return to the starting position. The exercise is continuous. The only authorized rest position is the up position. If the member stops, the exercise is terminated. If the member's buttocks rise from the surface or his hands are not on his shoulders during the repetition, the repetition is not counted.
3. Flutter-kicks: **(Minimum 40 Repetitions)** Cadets will use only the upper abdominal and hip flexor group muscles for this exercise. Cadets start by lying on their back, with hands beneath their buttocks, elbows are flat on the ground, feet are together, head is raised off the ground, and legs are straight and six inches off the ground. Raise one leg approximately 36 inches off the ground, then immediately return that leg to six inches off the ground while raising the other leg. Use a moderate cadence. This is a four-count exercise. That is, one repetition is four counts. Cadet's score is based on the number of correct four count repetitions before muscle failure. The exercise is continuous. If the member stops, the exercise is terminated. At no time will a cadet's legs, feet or head touch the ground.

### *Field Endurance*

Three field endurance exercises are evaluated, these exercises will be performed in the BDU uniform. All exercises are continuous. If the member stops, the exercise is terminated, and the entire test is considered a failure.

1. 2 Mile Run- Minimum completion time will be 18 min. This exercise will be performed in the Battle Dress Uniform.
2. 1 Mile Run w/ 24hr gear (any stopping or walking during this exercise will be considered a failure)
3. 1/4 Mile Litter Carry w/ 24hr gear

<b>ATTACHMENT D – REGISTRATION CHECKLIST</b>
--

Make sure you have the following completed:

- Meet the specific course requirements
- Pre-register for SAR Academy. Go to: <http://www.miwg.cap.gov/sar-academy/sar-academy-registration/>
- Completed CAPF 31 with proper signatures (unit commander and parents)
- Include a check or money order for the cost of the course you attend made out to “Michigan Wing CAP”
- Completed CAPF 160, CAPF 161, and **CAPF 163 (cadets only)**
- Meet Physical Category 1 (per CAPR 52-18)
- Current Height/Weight/Eyes/Hair information entered in e-services. (Photo highly suggested)
- Complete OPSEC and have it recorded in e-services.
- Safety Complaint (at time of application and upon arrival to check-in)
- Complete the General Emergency Services Course (CAPT 116) and have it recorded in e-services
- Complete CAPT 117 part 1 and recorded in e-services
- Complete the Introductory Communications User Training (ICUT) and have it recorded in e-services
- Complete FEMA IS 100 Course and have it recorded in e-services
- Complete FEMA IS 700 Course and have it recorded in e-services
- Have all items on the packing list
- Be sure you entered your **t-shirt size** on the CAPF 31
- Print this checklist
- Upload your CAPF 31, CAPF 160, CAPF 161, CAPF 163 (cadets only), to the SAR Academy Registration site, then mail your payment, if you did not pay online, to the following address: **LT COL PAM SAILE, 320 DOVER, WATERFORD, MI 48328**

**ALL COMPLETED REGISTRATION PACKETS ARE DUE TO  
LT COL PAM SAILE, 320 DOVER, WATERFORD, MI 48328 BY 1 JULY 2018.  
HOWEVER, IF YOU ARE GOING WITH MEAL PLAN B OR C, IT IS DUE BY 29 MAY  
2018.**